



For Your Information



Applying for a Short Term Rental Permit

What is a short term rental?

A short term rental, vacation rental or tourist home, is the rental of any home for 30 days or less typically to seasonal vacationers. The Cottonwood Heights City Code defines a short term as

"the rental of any structure or portion thereof for the occupancy, dwelling lodging or sleeping purposes for at least three, but no more than 30, consecutive days in duration, if such structure is located in a residential zoning district, including detached single-family residences, condominiums, duplexes, twin homes town homes and multi-family dwellings"

Do short term rentals require a special permit?

Yes. All short term rentals shall be required to obtain a short term rental permit and business license from Cottonwood Heights.

Where are short term rentals permitted?

Short Term Rentals are allowed as a permitted use in all R2 and RM zones. Short term rentals are typically not

permitted in R1 zones or Commercial zones; however, they can be considered under the conditional use process when directly or principally located on one for the following streets

1. Fort Union Blvd
2. 3000 East
3. Wasatch Blvd
4. Bengal Blvd
5. Highland Drive /2000 East
6. Creek Road
7. 1300 East
8. 2300 East
9. 3500 East (between Bengal and Wasatch)

What is the application process?

Applicants can submit an application to the City for consideration. The City will review the application checking for compliance with all applicable City Code requirements. Once approved a short term rental permit will be issued. This permit is good for one year but will be automatically renewed each year when a new business license is applied for and issued. (See Short Term Rental Application.)

What are the standards of operation for short term Rentals?

Each permittee shall insure that guests do not create unreasonable noise or disturbances, engage in disorderly conduct, or overcrowding and that they comply with other provisions of City and or State Code requirements.

Short term rentals shall display the City Permit inside the home near the main entry door of the premise. In addition there shall be an exterior display of contact information in plan view to the general public with a name and a 24 hour 7 day a week contact person. This person must reside locally.

What are the Parking requirements for Short Term rentals?

Occupants of any short term rental shall not have more vehicles parked at the residence than can be legally parked on the rental property or directly in front and on the same side of the street as the rental unit. Short term vacationers shall not park in front of neighboring homes.

What are the fees for a short term rental?

Applications for short term rentals in R-2 and RM zones shall be \$250.00.

Applications for short term rentals in R-1 zones when located on collector or arterial streets will be as per the Conditional use permit schedule. This is typically \$1,100 dollars. This is a one time application fee.

The business license fee for short term rentals is typically \$120.00. This is a yearly fee.

What are the Noticing Requirements?

All applicants for short term rentals in R2 and RM zones shall notice immediate property owners within 300 feet of the proposed short term rental. Such notice shall include the following:

1. state that the notice is required by Cottonwood Heights
2. state you are applying for a short term rental permit
3. state the location of rental
4. provide your contact information
5. provide contact information for Cottonwood Heights

You must also include a copy in your mailing of the City brochure "*Understanding Short Term Rentals in Cottonwood Heights.*"